

**SAN MATEO COUNTY TRANSIT DISTRICT
1250 SAN CARLOS AVENUE, SAN CARLOS, CALIFORNIA**

**MINUTES OF BOARD OF DIRECTORS MEETING
MARCH 11, 2009**

Members Present: R. Guilbault, S. Harris, J. Hartnett, Z. Kersteen-Tucker (Chair), A. Lloyd, K. Matsumoto, A. Tissier

Members Absent: M. Church

Staff Present: G. Cameron, J. Cassman, G. Harrington, C. Harvey, R. Haskin, R. Lake, M. Martinez, N. McKenna, D. Miller, M. Scanlon, M. Simon

Chair Zoe Kersteen-Tucker called the meeting to order at 2:49 p.m.

CONSENT CALENDAR

The Board unanimously approved the consent calendar (Guilbault/Hartnett).

- a. Approval of Minutes of Board of Directors Meeting of February 11, 2009
- b. Acceptance of Statement of Revenues and Expenses for January 2009

PUBLIC COMMENT

None.

REPORT OF THE CHAIR

Chair Kersteen-Tucker said she and Directors Shirley Harris and Adrienne Tissier attended the American Public Transportation Association (APTA) Legislature conference in Washington D.C. Chair Kersteen-Tucker said she felt a real call to action on the part of everyone to step up advocacy efforts and let the congressional representatives know how important the authorization of the Federal Surface Transportation Act will be.

REPORT OF THE GENERAL MANAGER/CEO

Annual safety awards were presented to the operations team from North Base who averaged 135,700 miles between preventable accidents; Superintendent Karambir Cheema accepted the award. The maintenance team from North Base who averaged 80,569 hours with only two lost-time injuries; Superintendent Elliot Rivas accepted the award.

Mr. Scanlon reported:

- Thanked the Board for devoting the time and effort for participating in the Strategic Plan prioritization workshop earlier this month.
- Thanked Directors Kersteen-Tucker, Harris and Tissier for participating in the APTA conference in Washington D.C. Director Tissier participated as part of the Metropolitan Transportation Commission (MTC) and is also their vice chair.

- In the reading file is a copy of APTA's, *Board Talk*, which focuses on ideas and news about transit board members in the industry and on page eight there is a picture of Directors Kersteen-Tucker and Tissier presenting a plaque to Director Art Lloyd for his service at APTA.
- Ridership set a 52-year record in the country at over 10.7 billion rides. Mr. Scanlon believes there will be some slippage in ridership due to fare increases, dropping fuel prices and the economy.
- The California High Speed Rail (HSR) Authority approved a Memorandum of Understanding (MOU) with Caltrain for the Caltrain improvements, including electrification, signaling system and the design, development and construction of HSR through the San Francisco to San Jose corridor as a single project.
- The Redi-Wheels service contract with MV Transportation will expire in August. The contract provides five one-year options and negotiations have begun between staff and the contractor to see if the first option will be exercised.
- In February 2009 the fixed-route buses averaged over 23,000 miles between service calls and Redi-Wheels was almost 18,000 miles.
- The new ADA evaluator, C.A.R.E. Evaluators, has a new facility in Foster City and will have an open house on April 6 from 2-4 p.m.
- Testing and evaluation is being done for fixed route service for the temporary Transbay Terminal. The service is scheduled to be rerouted in August this year.
- The Supervisor Academy continues to have full classes. Staff is beginning to formulate plans to expand the Academy to supervisors who have not gone through the training. Additional classes being taught are on conflict resolution and emotional intelligence.
- Lead mechanic Andrew McCambridge has been promoted to maintenance supervisor.
- The Amalgamated Transit Union Maintenance Workforce Development Committee has just completed the skills survey. There was great response from the mechanical team and the surveys are being independently scored and evaluated by a national leader in this area. The next step in the process is to work as a collaborative team to develop the specifically technical training and address any gaps that exist in the mechanical skills.

Director Jim Hartnett said following-up on Chair Kersteen-Tucker's comment on a call to action on the part of everyone to step up advocacy efforts, is there anything that needs to be done at the local city council levels in regards to calling to action.

Mr. Scanlon said the focus is definitely shifting to reauthorization, however there is still a big piece that has to do with HSR. Mr. Scanlon spoke with Transportation Secretary Ray LaHood for advice and he said to stand by. Secretary LaHood has 60 days from the time the bill was signed to do a strategic plan and after that there are 60 days for the Federal Railroad Administration (FRA) to put out the interim rules. The FRA has been a regulatory body, not a grant making body so there is no expertise there. Mr. Scanlon said Secretary LaHood said in no uncertain terms this direction is coming right from the White House, in terms of the HSR. In terms of reauthorization everyone is tuned into this bill, but it just does that, authorize, it doesn't appropriate anything.

Chair Kersteen-Tucker said we need to start paying attention now and the time will be soon to do outreach via the city councils.

INTRODUCTION OF ACTION TO FURTHER AMEND THE RULES OF PROCEDURE OF THE BOARD OF DIRECTORS

District Secretary Martha Martinez said this is the first step to carry out the Board's direction to change the name of the Planning and Development Committee to the Planning, Development and Sustainability Committee. Staff will be requesting Board approval at the April 8 meeting to amend the Rules of Procedures of the Board where this committee is listed.

COMMUNITY RELATIONS COMMITTEE

(Accessibility, Senior Services, and Community Issues)

SUBJECTS DISCUSSED

- a. Accessibility Update
- b. Paratransit Coordinating Council (ALCOM) Update
- c. Citizens Advisory Committee Liaison Report
- d. Performance Report – Caltrain Service
- e. Multimodal Ridership Report – January 2009

FINANCE COMMITTEE

RESOLUTIONS

- a. Confirm Receipt of the Paratransit Trust Fund From the Transportation Authority and Adopt the Amended Statement of Investment Policy to Include a Policy to Guide the Investments of the Paratransit Trust Fund
- b. Authorize the Establishment of the Recommended California Employer's Retiree Benefit Trust Program (CERBT) Through the California Public Employees' Retirement System (CALPERS) for Other Post-Employment Benefits
- c. Authorize Submittal of a Grant Application and Execution of Standard Agreements with Caltrans for Federal Transit Administration (FTA) Section 5311 Non-Urbanized Formula Program in the Amount of \$138,650
- d. Authorize the Filing of an Economic Stimulus Application with the U.S. Department of Transportation Federal Transit Administration (FTA) Section 5307 Urbanized Area Program Funds in the Amount of \$9,923,640
- e. Authorize Award of Contract to Active Network, Inc. for an Estimated Cost of \$116,700 for a Web Site Content Management System
- f. Authorize Award of Contract to Ideal Landscape and Concrete for a Total Amount of \$68,900 for North Base Bus Maintenance and Operations Facility Paving Improvements
- g. Authorize Award of Contract to Technology, Engineering and Construction, Inc. for a Total Amount of \$24,318 to Provide Underground Storage Tank Rehabilitation Services
- h. Authorize Rejecting the Low Monetary Bid as Non-Responsive and Authorize Award of Contract to Burr Plumbing and Pumping, Inc. for a Total Estimated Cost of \$370,985 for Plumbing Maintenance Services

The motion (Lloyd/Hartnett) to approve the resolutions was approved unanimously by roll call.

LEGISLATIVE COMMITTEE

SUBJECTS DISCUSSED

- a. Verbal Update on State Legislative Program
- b. Verbal Update on Federal Legislative Program

WRITTEN COMMUNICATIONS

In reading file.

BOARD MEMBER COMMENTS

None.

DATE AND TIME OF NEXT MEETING – April 8, 2009 at 2 p.m., San Mateo County Transit District, Administrative Building, 1250 San Carlos Avenue, San Carlos, CA 94070.

GENERAL COUNSEL PROPOSAL

General Counsel Joan Cassman said for the record the Board of Directors will convene in closed session to discuss an item listed on the agenda as permitted by the Brown Act.

Closed Session: Conference with Labor Negotiator – Pursuant to Government Code Section 54957.6, Amalgamated Transit Union, Local 1574 (Customer Service Center Employees)

Adjourned to Closed Session at: 3:19 p.m.

Additional attendees at the closed session: M. Colondres, J. Glenn

Reconvened to open session at 3:45 p.m.

Ms. Cassman reported that the Board had convened in a closed session to discuss with its labor negotiators upcoming labor negotiations arising out of the recent election in which the Customer Service Representatives unit determined to be represented by the Amalgamated Transit Union Local 1574. No reportable action was taken.

ADJOURNED: 3:47 p.m.